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May 25, 2010

Mr. Charles Murray  
California Citizens Compensation Commission  
c/o Department of Personnel Administration  
1515 S Street, North Building, Suite 400  
Sacramento, CA 95814

Dear Chairman Murray:

Enclosed please find the document that describes the Senate's vehicle program as requested during the April 22, 2010 hearing of the California Citizens Compensation Commission.

Additionally, on May 17, 2010, Debbie Baldwin with the Department of Personnel Administration asked for auto insurance expenses. The Senate currently pays \$884 per year for each vehicle to the Department of General Services, Office of Insurance and Risk Management. Senate Members are also required to provide proof of liability insurance through their private insurance company to cover any non-legislative use of the vehicle.

If you have any questions or need any additional information, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Greg Schmidt".

GREGORY SCHMIDT  
Secretary of the Senate

Enclosure

## **AUTOMOBILES - SENATE**

### **Senator Car Assignment**

Each Senator may request an automobile during their term of office. Arrangements can be made for a temporary car to be used by the Senator until their new car is delivered. The Rules Committee has two programs from which to choose.

**1. Two-Year Program:**

The Rules Committee will pay up to \$500 maximum or 90% of the monthly cost (whichever is less) and Senators will pay a minimum of 10% or the amount in excess of \$500 as their personal responsibility. The depreciation rate is 2.4% under this program.

**2. Four-Year Program:**

The Rules Committee will pay up to \$350 maximum or 90% of the monthly cost (whichever is less) and Senators will pay a minimum of 10% or the amount in excess of \$350 as their personal responsibility. The depreciation rate is 1.2% under this program.

### **Car Maintenance**

1. All maintenance is paid by Senate Rules Committee with prior approval for repairs over \$250.
2. The Department of General Services has arranged to self-insure these vehicles for full damage coverage, including fire, theft, comprehensive, and collision for the **total use of the vehicle**.
3. Each Senator with a Senate car will be issued a credit card for the purchase of gasoline and oil for their Senate vehicle only. Minor emergency repairs to the vehicle can be charged to the Senate gasoline credit card if these charges do not exceed \$50.
4. Each Senator with a Senate vehicle will be issued a mileage log. Each Senator must adequately track information related to the business and personal use of their legislative vehicle for income tax reporting purposes. This information is reported annually to the Senate Rules Committee.
5. For maintenance and repairs, call Accounting at 916/651-4150.

### **Insurance**

The Senate Rules Committee and the State of California require that Senators purchase public liability and property damage insurance for the occasional personal use of their Senate vehicle. This insurance must be in effect during the entire period each Senator has use of the vehicle. Information relative to vehicle insurance requirements will be sent to each Senator when the vehicle is delivered.

### **License Plates**

One set of "S" plates will be issued to each Senator upon request; otherwise, regular series plates will be issued automatically. These plates must be attached to the vehicle assigned to the Senator. All requests for forms and information relative to automobiles should be referred to Accounting at 916/651-4150.

## Senate

### Vehicle Payment Schedule - 4 Year Plan

Vehicle Total Purchase Price (including sales tax and fees minus rebates)	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000
<b>Total Monthly Payment</b> (1.2% of Vehicle Price)	\$ 240	\$ 300	\$ 360	\$ 420	\$ 480
<b>State's Vehicle Portion</b> (Lesser of \$350 or 90% of the total monthly payment.)	\$ (216)	\$ (270)	\$ (324)	\$ (350)	\$ (350)
<b>Member's Portion</b>	\$ 24	\$ 30	\$ 36	\$ 70	\$ 130
<b>Member's State Insurance Portion</b> (In addition, Members must personally pay for separate liability insurance for the non-legislative use of the vehicle.)	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6
<b>Member's Personal Share</b> (Paid by payroll deduction)	\$ 30	\$ 36	\$ 42	\$ 76	\$ 136

## REVISED Vehicle Payment Schedule - 4 Year Plan

### Reflecting State Controller's Changes to Implement California Citizens Compensation Commission Actions

Vehicle Total Purchase Price (including sales tax and fees minus rebates)	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000
<b>Total Monthly Payment</b> (1.2% of Vehicle Price)	\$ 240	\$ 300	\$ 360	\$ 420	\$ 480
<b>Revised State's Vehicle Portion</b>	\$ (177)	\$ (221)	\$ (266)	\$ (287)	\$ (287)
<b>Revised Member's Portion</b>	\$ 63	\$ 79	\$ 94	\$ 133	\$ 193
<b>Member's State Insurance Portion</b> (In addition, Members must personally pay for pay for separate liability insurance for the non-legislative use of the vehicle.)	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6
<b>Revised Member's Personal Share</b> (Paid by payroll deduction)	\$ 69	\$ 85	\$ 100	\$ 139	\$ 199

## Senate

### Vehicle Payment Schedule - 2 Year Plan

Vehicle Total Purchase Price (including sales tax and fees minus rebates)	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000
<b>Total Monthly Payment</b> (2.4% of Vehicle Price)	\$ 480	\$ 600	\$ 720	\$ 840	\$ 960
<b>State's Vehicle Portion</b> (Lesser of \$500 or 90% of the total monthly payment.)	\$ (432)	\$ (500)	\$ (500)	\$ (500)	\$ (500)
<b>Member's Portion</b>	\$ 48	\$ 100	\$ 220	\$ 340	\$ 460
<b>Member's State Insurance Portion</b> (In addition, Members must personally pay for separate liability insurance for the non-legislative use of the vehicle.)	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6
<b>Member's Personal Share</b> (Paid by payroll deduction)	\$ 54	\$ 106	\$ 226	\$ 346	\$ 466

## REVISED Vehicle Payment Schedule - 2 Year Plan

### Reflecting State Controller's Changes to Implement California Citizens Compensation Commission Actions

Vehicle Total Purchase Price (including sales tax and fees minus rebates)	\$20,000	\$25,000	\$30,000	\$35,000	\$40,000
<b>Total Monthly Payment</b> (1.2% of Vehicle Price)	\$ 480	\$ 600	\$ 720	\$ 840	\$ 960
<b>Revised State's Vehicle Portion</b>	\$ (410)	\$ (410)	\$ (410)	\$ (410)	\$ (410)
<b>Revised Member's Portion</b>	\$ 70	\$ 190	\$ 310	\$ 430	\$ 550
<b>Member's State Insurance Portion</b> (In addition, Members must personally pay for pay for separate liability insurance for the non-legislative use of the vehicle.)	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6
<b>Revised Member's Personal Share</b> (Paid by payroll deduction)	\$ 76	\$ 196	\$ 316	\$ 436	\$ 556